

MARKING MEDIA CLIPS EMBEDDED IN ELECTRONICALLY TRANSMITTED DOCUMENTS OR REMOVABLE AIS MEDIA

Media clips which are embedded in electronically transmitted documents or removable AIS media must be marked in accordance with SECNAVINST 5510.36, Chapter 6, Paragraph 6-30. Additionally, the media clip icon itself must have a marking similar to that of a figure or table to indicate the classification of the attached media clip. The media clip icon would be considered a portion of the overall document. The “icon” marking should include the short forms of any and all applicable warning notices or intelligence control caveats.

Examples:

SECRET/NOFORN (icon)

or

(icon) SECRET/NOFORN

or

SECRET/NOFORN

(icon)

SECRET/NOFORN

If the media clip is of a higher classification or contains warning notices or intelligence control markings not included in the overall marking of the document in which it is embedded, the document's overall marking must reflect the higher classification level and all additional warning or intelligence control notices.

If there are any questions, please call (202) 433-8847 for clarification.

**** “SECRET” MARKINGS ARE FOR TRAINING PURPOSES ONLY ****